



**CoC Board and Coordinated Assessment Subcommittee  
Webinar Meeting Minutes  
November 13, 2014**

Call began with the introduction of the Kentucky Housing Corporation (KHC) staff present: Jennifer Oberlin, Polly Lloyd and Lynn Chrisman via the webinar from her home office.

Roll Call for Attendees taken from Webinar Attendee Report. Roll Call follows:

**KY BoS CoC Board Members Present:**

- Lee Alcott, Barren River Area Safe Space
- Jodie Brandenburg, Kentucky River Foothills Development Council, Inc.
- Adrienne Bush, Hazard-Perry County Community Ministries
- Marsha Croxton, Women's Crisis Center
- Sharon Hendrickson, by proxy Melissa Frazier, Kentucky River Community Care
- Josie Kirker, Franklin County Women's Shelter
- Paul Semisch, Gateway Homeless Coalition
- Debbie Sivis, Shelter of Hope
- Linda Young, Welcome House

**KY BoS CoC Board Members Absent:**

- Alisha Barton, Salvation Army of Hopkinsville
- Cyndee Burton, Matthew 25 Aids Services, Inc.
- Vacant Seat, Region 1

**KY BoS CoC Coordinated Assessment Subcommittee Members Present:**

- Tracey Clark, Sanctuary
- Anna Coleman, WestCare
- Jackie Long, Mountain Comprehensive Care
- Donna Mason, proxy Cari Addington, Boulware
- Pam McCalla, Simon House
- Candace Melloy, Paducah Cooperative Ministry
- Tish Shupe, Clark County Community Services
- Stephanie Skeens, Good News Shelter

### **KY BoS CoC Coordinated Assessment Subcommittee Members Absent:**

- Lynn Childers, CARES
- LeTarus Jefferson, KDVA
- Marty Jones, Community Action Council-Lexington

Jennifer announced that the CoC Board contained a vacancy in Region 1 due to the resignation of Heidi Surheinrich with Paducah Cooperative Ministry who resigned due to new developments with her organization and the oversight necessary with the new construction of facilities for them. Jennifer explained that she has spoken with Mary Foley of Merryman House about joining the board to fill the current void in Region 1. Mary declined the invitation in light of her current professional responsibilities. Jennifer asked for members to be considering who can fill the vacancy currently in Region 1.

Jennifer pointed out to the attendees that November 15<sup>th</sup> – 23<sup>rd</sup> is National Hunger and Homeless Awareness Week and encouraged all agencies to share any events they may be having on the KHC Facebook page.

Jennifer stated that the purpose of the call was to bring the CoC Board up to date about the progress toward Coordinated Assessment that has been made by both the Coordinated Assessment Subcommittee and new tools and technology offered by Bowman Systems. Polly began the discussion by explaining how Coordinated Assessment is going to become a larger component of the CoC competitive application scoring criteria in the coming years and how KHC Staff as the HMIS lead has implemented several things on the path toward Coordinated Assessment. Such things include the standardized initial assessment that can be used to pre-qualify individuals for services and how it has been incorporated into Service Point (HMIS).

Polly also talked about the VI-SPDAT and how it could be utilized as a standardized assessment across the state. Polly acknowledged that KHC staff would need to establish Policy & Procedures for implementation of the VI-SPDAT's use on a state-wide basis. Debbie Sivis (Shelter of Hope) asks about the timeframe for implementation of the VI-SPDAT at intake. Polly suggested that the process could take 9 – 12 months. Debbie asks if we have guidance or a template for Policies & Procedures for this implementation. Polly said that KHC staff would work on putting that together and also creating the training curriculum for implementation. Polly pointed out that whatever policies the CoC Board set for this must also apply to victim service providers (VSPs) that are HUD funded and that their database will have to come up with something comparable.

The CoC Board was asked to vote to adopt the eligibility assessment and the VI-SPDAT for inclusion as part of the Coordinated Assessment process and the vote based on board discussions, the vote was delayed until more information can be brought to the board.

Josie Kirker (Franklin County Women's Shelter) asks who exactly will be responsible for doing the VI-SPDAT. Polly responded that this is a great question and great segue into some recent conversions that KHC staff have had regarding a 211 Call Center with the United Way. Polly

explained that KHC and the Lexington CoC have been in discussions with the United Way of the Bluegrass to develop a 211 call center could/would complete the VI-SPDAT for our partners and it would provide people in need of our services a single call center to contact for resources for the Eastern and Central areas of Kentucky. Polly elaborated on how the 211 service would be expanded to cover more of Central and Eastern Kentucky and how they are also working with the United Way of Southern Kentucky to represent the western part of the state. Polly stated that we would take a “no wrong door policy”. Josie says this may address her concerns regarding individual agencies having to answer the VI-SPDAT questions.

Jennifer referenced how KHC has partnered with the Homeless and Housing Coalition of Kentucky (HHCK) for the upcoming KHC Conference in April 8<sup>th</sup> and 9<sup>th</sup> in Lexington. We have asked the developer of the VI-SPDAT to do a session dedicated to the VI-SPDAT and an additional day to demonstrate how the full SPDAT tool works and how it can be used as a case management tool. She also shared with the group that there will be a full statewide CoC Meeting, HHCK Member meeting and KICH Executive Board meeting on April 7<sup>th</sup> in Lexington leading up to the conference. Jennifer also pointed out how minutes from this meeting and yesterday’s statewide CoC webinar will be shared with all grantees.

Polly then talked about the needs assessment in the Consolidated Plan and incorporating the VI-SPDAT into the 2015 K-Count for individuals that are sheltered on the night of the count. After explanation she asks for the CoC Board to vote for incorporating the VI-SPDAT into the 2015 K-Count for KYHMIS participating shelters.

As voting is occurred Linda Young (Welcome House) expresses her concern about rushing thru this process and not having enough information to vote. She expressed that she is always being asked to rush thru decisions by KHC and expressed her concern with the Board always being in a reactionary mode. Jennifer stated that she understands the concern and that this was one of the primary reasons for having this meeting and that following agenda items address the need for the CoC Board to appoint a Chair and Co-Chair and to adopt a monthly meeting schedule. Jennifer acknowledged that the Board has been dormant and recognizes the need for it to become more actively engaged. Polly suggested that we could table these decisions until December and still have an opportunity to incorporate the VI-SPDAT into the K-Count. The Board discussed and decided to meet in person in December. It is decided that all votes will be tabled until the full CoC Board can meet in person in Lexington on December 16<sup>th</sup> at the United Way of the Bluegrass. At which time the board can see also participate and be updated on the progress of the expanded 211 system. The time for the meeting is set for 12pm – 4pm.

Adrienne Bush (Hazard-Perry County Community Ministries) stated that she feels that much of the inactivity of the CoC Board is due to the recent reorganization that KHC has gone thru and that it is necessary for KHC staff to offer much support to the CoC Board moving forward. KHC staff promised and acknowledged the need for that support.